



**Town of Arlington, Massachusetts**  
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## Minutes 12/13/2010

### Arlington Cultural Council

#### Minutes of Monday, December 13, 2010 Meeting

Robbins Library, 4th Floor Conference Room, Arlington, MA

Present: Margo Barrett, Karin Blum, Eliza Burden, Kurt Fusaris, Stephanie Marlin-Curiel, Suzanne McLeod, Scott Samenfeld, and Sharon Shaloo.

Absent: Tom Formicola, Anyahlee Canas

Suzanne called the meeting to order at 7:07 pm

ITEM 1 November 2010 minutes were reviewed and APPROVED.

#### ITEM 2 RFPs

- #2010-13 Liz Buchanan concert, \$300, APPROVED
- #2010-25, Music to Cure MS, Marion Leeds Carroll, \$250 APPROVED pending submission of proper documentation. Sharon will follow up with Marion Leeds Carroll
- #2010-32, Too Human concert, \$250, APPROVED

#### ITEM 3 Report on Outstanding 2010 Grants

- #2010-02, Cancer Center, Sharon will contact
- #2010-16, Robbins Library "Story of Our Lives," extended to April 30, Stephanie is liaison.
- #2010-18, Thompson School, Anyah will contact
- #2010-19, Malong Malual, Anyah will contact
- #2010-29, Kendall Dudley, Stephanie will contact

#### ITEM 4 Final Voting on 2011 Grant Allocations

Sharon read through all 2011 grant recipients and the amount rewarded to each. All were APPROVED. Stephanie Marlin-Curiel will get acceptance letters out to recipients by December 31. Sharon Shaloo will forward an Excel document identifying all 2011 grants and amounts rewarded. Liaisons were assigned to each grant recipient. Stephanie will email us when the acceptance letters have been sent and she will forward a sample liaison letter so we may contact recipients.

#### ITEM 5 New Business

- Discussion of ACC Roles and Responsibilities. Eliza presented a draft copy of "ACC Roles and Responsibilities" for discussion (attached). These roles were reviewed. We also discussed the timing of people cycling off the council and what positions would be open. Sharon reminded us that she would be leaving the council in July 2012, and she was hoping that someone would be willing to take on Treasurer role in Summer of 2011 so there is an opportunity for overlap. Suzanne and Tom will be leaving the Council during the summer 2011. For now, the five elected positions will be held by Suzanne and Anyah as Co-Chairs, Sharon as Treasurer, Eliza as Recording Secretary, and Stephanie as Corresponding Secretary. Karin and Scott will be in charge of Website and

Print Publicity. Kurt will be the Town Day Coordinator and Margo will be the Grantee Reception Coordinator.

- Orientation for New Members. Margo and Sharon agreed to work on a more effective method of orientation for new members to the Arlington Cultural Council. Margo also asked that we all put "ACC" into the subject line of our emails.
- New Meeting Times. Sharon will look into moving the time of our meetings to non-Selectman Meeting nights.

Meeting was adjourned at 8:40 pm

Respectfully submitted by Eliza Burden, Recording Secretary

Reserved rooms for the following upcoming meetings:

Mon., Jan. 10, ACC Meeting, Community Safety Building, 2nd Floor, 7:00 pm

Mon., Feb. 7, room not yet reserved